



**Forensic Science
Regulator**

Terms of reference: Interpretation Specialist Group

FSR-TOR-INT-0001

Draft 0.1

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1.1.1 This document sets out the terms of reference for the Forensic Science Regulator's Interpretation Specialist Group.

2.1.1 This issue of the terms of reference became effective on ##.

3.1.1 This is the first issue.

4.1.1 The Interpretation Specialist Group (hereafter referred to as the “Specialist Group”) is a specialist group established to advise the Forensic Science Regulator (“the Regulator”) on matters within its remit.

4.2.1 The Specialist Group will support the Regulator by providing advice on all matters related to the preparation, implementation and monitoring of forensic interpretation quality standards and related issues ¹ within the remit of the Regulator. This includes investigative as well as evaluative interpretation. The Specialist Group will:

- a. Review the standards in place (and the factors influencing those standards) as they apply to the interpretation of the outcomes of forensic science activities. The review will consider, but not be limited to, the following.

¹ An issue will be considered to be related to interpretation of evidence if that issue could have an impact on the question at hand and the perception of the evidence by the CJS and triers of fact..

- 4.2.2 The Specialist Group will, following a request from the Regulator develop standards, processes or policies for consideration by the Regulator.

4.3.1 The Specialist Group will be chaired by an individual appointed by the Regulator.

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- 4.3.3 The organisations invited to nominate representatives to the Specialist Group may, from time to time, be amended by the Regulator following consultation with the Specialist Group.
- 4.3.4 Each organisation shall submit its proposed nomination for approval by the Regulator before appointment is confirmed.
- 4.3.5 If a member regularly fails to attend Specialist Group meetings, the Regulator may terminate his/her appointment and request a new appointee from the nominating body.
- 4.3.6 The Regulator may, following consultation with the Specialist Group, add to the membership of the Specialist Group or invite other individuals to serve on the Specialist Group for limited periods of time where additional skills, knowledge or experience are required.

5.1 General

- ## 5.2 Working Groups

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6.1.1 Members of the Specialist Group are required to observe the Seven Principles of Public Life endorsed by the Nolan Committee on Standards in Public Life. Each member must at all times act in good faith and observe the highest standards of impartiality, integrity and objectivity in relation to the conduct of the Specialist Group's business.

6.1.2 Any Specialist Group member has the right to bring to the attention of the Regulator any matter, which he or she believes raises important issues relating to his or her duties as a member. In such cases the member should, before approaching the Regulator, raise their concerns with the Specialist Group Chair to establish whether they might be resolved within the Specialist Group.

7.1.1 The contact details that members provide will be used by the Regulator, or the Regulator's representatives, and shared amongst the membership of the Specialist Group to facilitate member's involvement in the activities of the Specialist Group as the Regulator deems appropriate.

7.1.2 Typically, this would mean that a member's email address would be visible to the Specialist Group, and those supporting its work, to allow for debate within the Specialist Group. It would also allow for members to receive other communication as the Regulator sees fit.

7.1.3 A Group member's contact details will not be shared beyond the Specialist group and supporting staff ² without their express permission.

7.1.4 Details of how the Regulator uses a member's personal information can be found in the Regulator's personal information charter which can be found at:
[Personal information charter - Forensic Science Regulator - GOV.UK](https://www.gov.uk/government/publications/personal-information-charter-forensic-science-regulator)
www.gov.uk

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8.1.1 In accepting appointment to the Specialist Group, members are required to accept that there will be some information or documents presented to the Group that should not be disclosed without the approval of the Regulator; this will be indicated when raised in committee, in handling information on documents or covering emails. This includes any documents marked with any Government Protective Marking Scheme security classification (including 'Official-Sensitive') and the content of any discussions relating to such information. Members undertake not to make copies of any such documents, and to follow the advice provided by the Regulator and Forensic Science Regulation Unit about the handling of such documents.

